

## PROTOCOL

### Rhode Island School for the Deaf

#### **Virtual Snow Days Protocol**

(used only when pre-approved by RIDE)

If RISD needs to accommodate instruction due to severe weather that keeps students home unexpectedly, RISD may, with approval from RIDE, conduct virtual instruction. All students K-12 have one-to-one Chromebooks provided by RISD to use on these days. Attendance will be taken and reported to Ryan McNamara as usual.

\*If for some reason, the student's device clearly is not functional or work well enough to accommodate ASL and the student has no other method of joining class, the student will be excused. Please notify the IT Manager in these situations. The student's CB will be collected and repaired or replaced on the next in-person school day.

The virtual teacher requirements are as follows:

Each staff member working from home will log on to FRONTLINE by 8:00 AM.

1. Every content teacher will teach for 3-4 hours, depending on grade level.
2. Every Therapist (Counseling, SLP, OT, PT) and "Special Subjects" teachers will follow the regular teaching schedule for that day with modifications. Links will be provided to students and families and teachers in advance. Specials and therapies may be shortened to accommodate the schedule (for example: a typical counseling session of 45 min may be shortened to 30 min. A therapy schedule of 30 min may be shortened to 20 min). Push in services are permitted when planned ahead with teachers.
3. Final schedules and contacts completed by each teacher/therapist will be provided to the Director no later than the next day via email.
4. Admins will be at school to be available to troubleshoot and support the instruction schedule. If not possible, Admins will work from home, and may join classes on ZOOM.
5. ASL/ English Interpreter needs must be submitted that morning, so that a schedule can be arranged, and the staff Interpreter can interpret as needed via ZOOM.

- Since our Preschool students are not expected to use virtual devices, Preschool teachers will conduct individual calls with each family and will offer a voluntary ASL story hour for those who can attend on ZOOM at a scheduled time of the day.

- Kindergarten through Elementary content teachers (this includes ASL teacher) will have morning and afternoon ZOOM sessions scheduled with links provided ahead of time (minimum of minimally 1.5 hours each time). Children can be assigned work to do while on screen with the teacher – this is not intended as a teacher "show".

- Special subject teachers (PHYSICAL EDUCATION, ART, HEALTH ED, LIBRARY, READING INTERVENTION, etc.) must collaborate with content teachers to ensure that their class times are coordinated and do not overlap. Push-in services are permitted if planned ahead with classroom teachers.

- Middle and High School teachers shall follow the regular day's schedule with classes shortened to 45 min for block classes and 25 min for Wednesday classes. Co-teaching is encouraged if it allows teachers to achieve stronger engagement with distance learning.

- Advisory block will be eliminated on these virtual days.

- Instructional videos (not movies) may be shown, as long as they are accessible in ASL, well captioned, introduced by the teacher, or therapist, and connected to the current unit of study by a follow-up activity or discussion.

PLEASE NOTE:

- The school social worker, who speaks Spanish fluently, is on-call and/or available to join any ZOOM class and help if any parent who speaks only Spanish desires to ask a question. You may also provide her phone number to parents.

- The School Counselor is on-call and available (when he is not already committed to a class or session) to help a student when staff recognize an urgent need.

- TAs and contracted aides:

Each teacher is encouraged to assign work for their Teacher Assistants and ADIL contracted employees with students (to support class time, lead break out groups, or provide 1:1 support as needed). They may also deliver an ASL story, will help with PE and ART, etc. They, too, must log in to FRONTLINE for their assigned hours.

- Administrators may also assign work to TAs, if needed.

## RISD VIRTUAL TEACHING LOG

DATE \_\_\_\_\_

**STAFF NAME**[illegible]

## Contacts/ Calls

[illegible]